

REQUEST FOR PROPOSAL

COUNTY OF FRESNO

Construction of a

SELF-HAULER RECYCLING AND DISPOSAL FACILITY

At The

**American Avenue Landfill
18950 West American Avenue
Kerman, CA 93630**

SUBMITTAL: Six (6) copies must be received on or before:
5:00 p.m. May 31, 2001

Addressed to: Stuart G. Seiden, Capital Projects Division Mgr.

Mailing Address: Department of Public Works
2220 Tulare Street, Suite 600
Fresno, CA 93721

Office Address: Fresno County Plaza
2220 Tulare Street, Suite 720
Fresno, CA 93721

Mark Envelope: **“PROPOSAL – SELF-HAULER RECYCLING AND
DISPOSAL FACILITY”**

PROPOSALS RECEIVED AFTER THE TIME AND DATE STATED ABOVE SHALL
BE RETURNED UNOPENED TO THE PROPOSER.

INQUIRIES:

Direct questions or clarifications of this Request For Proposal document to Baron Zerahian, Staff Analyst, (phone: 559-262-4866, fax: 559 488-1945, e-mail: bzerahian@fresno.ca.gov), Department of Public Works, Capital Projects Division.

CONSULTANT SELECTION POLICY:

Copies of the Fresno County Board of Supervisors Resolution 90-028 (Ordinance Code Chapter 4.10) which establishes procedures that implement the selection of Architects, Engineers, and other Professionals, may be obtained from Baron Zerahian, Staff Analyst.

It is the intent of the County to engage a consultant who will provide professional services as described herein; however the County reserves the right, at its sole discretion, to terminate this RFP process or negotiations with a selected consultant and either perform the work with their staff or begin a new RFP process. Nothing herein, or in the process, shall be construed as having obligated the County to pay for any expenses incurred by respondents to this RFP, or to the selected consultant prior to Board of Supervisors approval of a consultant services agreement.

FRESNO COUNTY'S WEBSITE:

An electronic copy of this Request For Proposal and Fresno County's Consultant Selection Policy is available on Fresno County's website at the URL:
www.fresno.ca.gov/4510/index.htm

MODIFICATIONS:

Any modifications to this RFP will be provided to RFP holders of record. In order to become an RFP holder of record, one must submit to the County the information on the "Notice of Issuance" or provide similar written notification if the RFP is downloaded from the web or obtained from other sources.

Issuance Date: April 27, 2001

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FIGURES

FIGURE I	COUNTY OF FRESNO MAP
FIGURE II	AMERICAN AVENUE LANDFILL LOCATION MAP
FIGURE III	AMERICAN AVENUE LANDFILL SITE PLAN

EXHIBIT

EXHIBIT I	SAMPLE CONSULTANT AGREEMENT
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I. SUMMARY**A. INTRODUCTION AND PROJECT OVERVIEW:**

Fresno County seeks to retain the services of a qualified civil engineer to prepare plans, specifications and cost estimates for the construction of a new Self-hauler Recycling and Disposal Facility (SRDF) at the American Avenue Landfill. The purpose of this facility is to assist the County in meeting Assembly Bill 939 mandated solid waste diversion requirements and to direct self-haulers away from the Landfill working face.

B. REQUIRED CONSULTANT SERVICES:

The Consultant shall provide qualified staff or retain subconsultants for the following specialties at his own expense to provide technical assistance necessary in developing components of the work to current day code standards and program requirements.

1. Landfill Planning and Permit Assistance
2. Cost Estimating

In accordance with the extra services provisions of the consultant agreement, the consultant shall retain the following specialty consultants. Their expenses shall be treated as an extra service.

1. Geotechnical
2. Site Surveyor

C. SERVICES PROVIDED BY COUNTY:

A Project Committee consisting of members from the Planning and Resource Management Department, Administrative Office, and Department of Public Works will guide the Owner's interest and carry forward recommended project scoping and details to the Board of Supervisors.

D. EXISTING CONDITIONS:

The American Avenue Landfill is located in western Fresno County, approximately 17 miles southwest of the City of Fresno and approximately six miles southwest of the City of Kerman (refer to Figures I and II). The site address is 18950 West American Avenue, approximately 4 miles west of Madera Avenue (Hwy. 145).

The Landfill is a Class III municipal solid waste disposal facility where only non-hazardous waste is accepted. The Landfill operates under a Solid Waste

Facilities Permit issued by the County Community Health Department with the concurrence of the California Integrated Waste Management Board. The Landfill also operates according to the California Regional Water Quality Board.

The County has operated the Landfill since the early 1970's. Of the 440 acres currently owned by the County, approximately 361 acres are permitted and available for waste disposal. Of this 361 acres, approximately 128 acres are lined disposal area and 30 acres are unlined. Approximately 158 acres of the 361 acres are covered with waste that is not yet to final grade and the remaining 203 acres remains to be developed. The Landfill has a remaining estimated capacity of approximately 33 million cubic yards and the projected closure date is 2031.

As a regional disposal site for the County, the Landfill currently receives most of the solid waste generated within the County. Approximately 600,000 tons of solid waste is received per year (51,009 tons a month, or 1645 tons a day).

It is estimated that twenty to twenty-five self-hauler vehicles enter the Landfill daily and deposit between one-half to one ton of solid waste.

II. PROJECT INFORMATION AND REQUIREMENTS

A. BACKGROUND:

The California Integrated Waste Management Act of 1989 (AB 939) mandates that the County divert 50 percent of solid waste from landfill deposition by 2000. The County has developed and implemented several programs designed to achieve the 50 percent diversion requirement over the past ten years. The Self-hauler Recycling and Disposal Facility (SRDF) is part of the County's overall Integrated Waste Management Plan to meet the 50 percent diversion requirement and also will direct the self-haulers away from the work face of the Landfill.

B: PROJECT DESCRIPTION:

The SRDF will be located approximately 200 feet north of the Landfill gatehouse / scales, and to the west of a paved roadway that provides access to the gatehouse / scales and other parts of the landfill (refer to Figure III, Landfill Site Plan).

The SRDF will be a raised concrete platform that will cover one-half to one acre in area and capable of withstanding heavy truckloads. Both recyclable and solid waste materials will be deposited at the facility. Drop off bins designated for recyclable materials (green waste, paper products, plastics, glass and metals) and unseparated solid waste materials will be situated at both sides of

the elevated platform. Concrete ramps located on each end of the raised platform will provide entrance and exit points. The SRDF will require outdoor lighting to sufficiently illuminate all activities during the evening hours and water outlets in order to provide wash down and cleanup of the facility.

C. OPERATIONAL CHARACTERISTICS:

The Landfill operates Monday through Friday, 6:00 a.m. to 4:00 p.m., Saturday, 7:00 a.m. to 4:00 p.m., and Sunday, 8:00 a.m. to 4:00 p.m. The Landfill is closed only on New Year's Day, Thanksgiving Day and Christmas Day.

The proposed SRDF will receive all self-hauler deposits. Conceptually, the SRDF will operate in the following manner:

1. If the self-hauler has both recyclable materials and solid waste residuals, the vehicle will first be weighed at the scales, and then the driver will proceed directly to the SRDF to deposit recyclable materials into designated drop off bins. The self-hauler will return to the scales where the vehicle will be weighed a second time to determine the weight of the recycled materials deposited. The driver will be directed back to the SRDF to deposit the remaining solid waste, and return to the scales a third time for the weight of residual waste deposited. Tipping fees will be determined based on the weight of recycled and residual materials deposited. The driver will pay the tipping fees and exit the landfill.
2. If the self-hauler only has solid waste materials, or does not want to deposit recyclable materials, the vehicle will first be weighted at the scales. The driver will proceed to the SRDF to drop-off solid waste materials, and return back to the scales to be reweighed, pay the standard tipping fee, and then exit the landfill.

Landfill personnel will serve as spotters at the facility to monitor the material being deposited and ensure that recyclable materials and solid waste are placed in the appropriate bins. The County plans to retain the services of a contractor or contractors to haul away the recyclable materials and the remaining solid waste residuals will be transported to the working face of the landfill.

D. PROJECT ELEMENTS:

Because of the complexities of the landfill operation and the proposed facility, the consultant will prepare a circulation element showing existing and proposed landfill improvements, vehicle circulation routes, and project related traffic flow patterns. Construction methods and schedules will need to be developed to minimize the interruption of landfill traffic flows and provide for safe and efficient travel during the project's construction.

When preparing the circulation element, site plan and construction documents, consideration should be given to other landfill improvements planned or under construction. A new Maintenance / Office Building will be constructed to the south of the SRDF site in the near future. A landfill gas and collection and control system master plan has recently been completed and the County is in the process of selecting a consultant to prepare plans and specifications for the phased installation of a piping network and well-fields. Venting under the SRDF may be necessary to allow the escape of migrating landfill gases. Plans are being prepared for an additional landfill disposal module to the west of the SRDF site, and the realignment of the main roadway, to the east of the SRDF site. There are plans to excavate an existing unlined disposal module located to the east of the roadway.

The consultant will be responsible for obtaining all required landfill permits for this project. Tasks will include preparing all applications, providing all data and documentation, and facilitating the review and approval process. Regulatory agencies with permit authority over landfill issues include the Fresno County Department of Community Health, California Regional Water Quality Control Board, California Integrated Waste Management Board, San Joaquin Valley Air Pollution Control District, and California Department of Fish & Game.

The circulation element and site plan should be sufficient in detail for inclusion in landfill permit documents. Grading and drainage plans should also be prepared for the proposed site showing how storm water runoff will be maintained onsite and integrated into the existing landfill storm water drainage system.

The SRDF will require outdoor lighting to sufficiently illuminate activities during twilight and evening hours. Water will also need to be extended to the facility in order to provide for wash down and cleanup. All construction will be in full compliance with Title 24 of the California Code of Regulations (24 CCR) and all other applicable codes and regulations.

E. PROJECT BUDGET AND FUNDING:

The current project budget allocation is \$500,000. The budget allocation includes all associated project costs including, but not limited to:

- All engineering service costs
- All County administrative and construction inspection costs (including full time County-provided project construction inspection costs)
- All permit and planning review costs (County coordinated)
- All contract document printing for project bidding, award and construction (County provide)
- All legal advertising and plan distribution costs (County provided)

F. PROJECT MILESTONES:

<u>Activity Description:</u>	<u>Duration</u>
Issuance of RFP and preparation of consultant responses	4 wks
Consultant Selection	4 wks
Agreement Negotiations and Execution	6 wks
Preparation of Circulation Element and Site Plan	3 wks
Schematic Design/Design Development	3 wks
Construction Documents	4 wks
Development Reviews	4 wks
Bidding & Award	10 wks
Construction Observation	16 wks
Post Construction	3 wks

Note: Finalists interviews have been tentatively scheduled for the week beginning June 11, 2001. Proposers will be notified of those advanced to finalist status by fax and mail.

D. SAMPLE CONSULTANT AGREEMENT:

Sample Consultant Agreement (Exhibit I) is provided as an example of the typical language in a consultant service agreement with the County. It is recommended that the consultant review the sample agreement with legal counsel and insurance providers. The County requires the selected consultant carry a **Project Specific Professional Practice Insurance Policy** in the amount of \$1,000,000.

Finalists shall be prepared to identify and discuss any issues concerning the agreement at the interview. The consultant shall also be required to comply with the Fair Political Practices Act reporting requirements.

III. SERVICES OF THE CONSULTANT**A. PHASE 1, PREPARATION OF CIRCULATION ELEMENT AND SITE PLAN:**

The Consultant shall:

1. Develop project parameters in concert with the County's Project Committee members' recommendations and concerns. The Project Committee will consist of members from the Planning & Resource Management Department, the Administrative Office and the Department of Public Works.
2. Consult, communicate, and meet with County every two (2) weeks, or more often if necessary, to verify, refine, and complete the project requirements and review the progress of the project. Consultant shall prepare complete minutes of meetings attended.
3. Develop and maintain a project schedule and status report that shall be updated and submitted to the County staff on a biweekly basis.
4. Confirm the location of existing on-site infrastructure systems in close proximity to the project site, including, but not limited to electrical, mechanical, plumbing, communications, telephones, and computers through visual observations, review of record documents, and discussions with the Planning & Resource Management Department's staff. Consultant shall not be responsible for unknown conditions that could not be reasonably identified through the methods described herein.
5. Consultant shall obtain relevant background information that will assist in understanding all existing Landfill operations and the operational aspects of the project. Such relevant background information will include, but not limited to, the operating history of the site, circulation / traffic patterns, parking, drainage and grading requirements, lighting, and plumbing. Consultant may investigate projects of a similar nature at other locations.
6. Identify and document all regulatory compliance measures and approval processes required to complete this project. Consultant shall contact regulatory agencies with permit authority over landfill issues such as Fresno County Department of Community Health, California Regional Water Quality Control Board, California Integrated Waste Management Board, San Joaquin Valley Air Pollution Control District, and California Department of Fish & Game.
7. As an extra service, prepare project site foundation geotechnical investigations.

8. Prepare a circulation element showing existing and proposed landfill improvements, traffic flow patterns and vehicle circulation.
9. In a project review meeting with the County's Project Committee, Consultant shall describe in writing and orally the details of the circulation element. Consultant shall monitor and keep County informed regarding the impact of project's design on the project's budget.
10. Modify or delete portions of the circulation element, at the request of the County. Consultant shall adhere to any such modifications in the preparation and completion of the circulation element. If Consultant disagrees with the County's request, such disagreement must be registered in writing and the County will attempt to reconcile such disagreement. If it is impossible to make reconciliation, the written disagreement will become a part of the project record. However, Consultant shall then comply with the County's request.
11. Prepare in this and subsequent phases, the site survey, site plan and grading plan, as modified by the County, on a CAD system acceptable to the County (such as DataCAD or AutoCAD), and on 24" X 36" sheets or other size approved by County. The site plan shall set forth all existing and proposed buildings and structures, all streets and roads, access to property for pedestrians, vehicles and services, existing and proposed off-street parking and loading areas, existing and proposed lighting, drainage patterns and grading requirements, landscape, irrigation and all data necessary to comply with County's site plan review process. Make modifications to site and grading plans in order to obtain County's site plan review approval.
12. Prepare all landfill permit applications including providing all data and documentation for County and other agency reviews and permits. The Consultant shall be responsible for facilitating all agency review and approval processes so permits can be obtained in an expeditious manner. Provide document printing as necessary for such agency review applications and processing, including but not limited to site plan and land survey, site grading, landscape and irrigation plans, exterior elevations. Provide a minimum of twenty (20) copies.
13. Written authorization will be given upon acceptance of completion of this phase of the work and before proceeding to the next phase.
14. Continue to incorporate into the site and grading plans in the succeeding phase of work, the changes identified from project approval of the preliminary design at no additional cost.

B. PHASE 2, SCHEMATIC DESIGN / DESIGN DEVELOPMENT:

The Consultant shall:

1. Consult, communicate, and meet with County every two (2) weeks, or more often if necessary, to verify, refine, and complete the project requirements and review the progress of the project. Consultant shall prepare complete minutes of meetings attended.
2. Monitor and keep County informed regarding the impact of design issues on the project budget. Upon the request of the County, Consultant shall incorporate into the design such reasonable changes as the County deems appropriate as a result of the County's review processes and impact on the budget or opinion of probable construction cost. If Consultant disagrees with the County's request, such disagreement must be registered in writing and the County will attempt to reconcile such disagreement. If it is impossible to make a reconciliation, the written disagreement will become a part of the project record. However, Consultant shall then comply with the County's request.
3. Research and analyze all applicable codes and local building regulations.
4. Prepare schematic sketches and / or drawings and reports consisting of conceptual illustrations showing proposed designs.
5. Prepare schematic sketches and / or drawings showing general construction. Devise construction methods and schedules that minimizes interruption of traffic flow throughout the landfill.
6. Prepare and submit a preliminary opinion of probable construction cost identifying significant area and system components of the SRDF. The opinion of probable construction cost shall be submitted in the "Construction Specifications Institute Uniform Construction Index" (CSI/UCI) 16 division format and shall identify design contingency and escalation amounts to the midpoint of the construction period.
7. Prepare the design development drawings on 24" by 36" sheets or other size approved by County, and opinion of probable construction cost and preliminary specifications on 8-1/2" by 11" pages. The design shall consist of exterior elevations, cross sections and other drawings drawn to scale and showing the locations of handrails curbing and other work necessary to complete the project. (The County will provide the project plan title sheet.)
8. Prepare a detailed design development opinion of probable construction cost that shall identify the construction components, building systems, and requirements of the SRDF.
9. Make changes and modifications to the plans as necessary in order to obtain

any requisite outside agency approval(s).

10. Continue to incorporate into the design in the succeeding phase of the Consultant's work the changes identified from project approval of the design development and proceed to next Phase only if expressly authorized in writing by County.
11. At the County's request, the Consultant shall employ geotechnical services and as may be necessary to determine the conditions of the site area. The County will approve the scope of services to be provided prior to the Consultant engaging in these services. Payment for these services shall be considered an extra service under Article V., Section C. of this Agreement.

C. PHASE 3, CONSTRUCTION DOCUMENTS:

The Consultant shall:

1. Prepare final working drawings from design development, as modified by the County, on a CAD system acceptable to the County (such as DataCAD or AutoCAD) and on 24" by 36" sheets, or other size approved by County, drawing size sheets and technical specifications on 8-1/2" by 11" pages setting forth in detail the work to be done, the materials, workmanship, finishes, and equipment required for the architectural, structural, mechanical, electrical, plumbing and other components of construction necessary to provide the County a complete and functional project for its intended purpose within the requirements of this Agreement.
2. Prepare construction specifications in UCI/CSI 16 division format with an IBM PC-compatible word processing program such as WordPerfect or Microsoft Word. The County will prepare bidder's instructions, general conditions, and supplemental general conditions.
3. Include in the specifications a construction sequencing of work. County's Project Committee shall review and approve the schedule prior to completing the final construction documents.
4. Review, comment, and/or make recommendations on the form and content of the County's General Conditions, Special Conditions, and Bid Form as they apply towards the project.
5. In addition to the technical specifications, prepare special or supplemental conditions for the construction contract. The County will package the Consultant's documents with the County's approved General Conditions, Notice to Contractors calling for bids, the Bid Form, and related documents to complete the construction contract and bid specifications.

6. Monitor and keep County informed regarding the impact of design issues on the project budget. Upon the request of the County, Consultant shall incorporate into the design such reasonable changes as the Consultant deems appropriate as a result of the County's review processes and impact on the project budget or opinion of probable construction cost.
7. Submit to the County a final opinion of probable construction cost in the CSI/UCI 16 division format for the base bid work and alternate bid items. The opinion of probable construction cost shall be projected to the midpoint of the scheduled construction period to be scheduled by the County. Differences between the design development (preliminary) and final opinion of probable construction cost shall be explained in writing.
8. Submit the construction period for bidding purposes to the County for approval.
9. Include alternate bid items (preferably additive), not as separate design drawings but incorporated into the original construction drawings, to allow construction element choices or cost options by the County. The basis of award may be on the base bid only, or base bid plus additive alternates. Additive bid items may be necessary so that the County will be able to award a construction contract not exceeding available construction funds.
10. If required for the construction of this project, propose and submit a recommended testing and inspection list for materials identifying type, quantity, frequency, schedule, and cost estimate of tests to be performed by an independent testing firm during construction.
11. Submit to the County twelve (12) copies of the completed final plans, specifications, and opinion of probable construction cost. Consultant shall meet as necessary with the County to identify and explain in detail all elements included in the final plans document requirements as outlined herein or meet as necessary to fully explain his/her design scope and obtain County's approval thereof.
12. Review and confirm with County's Project Committee the construction budget.
13. Submit progress originals and final originals of the plans, specifications, and opinion of probable construction cost for reproduction by the County. Submit four copies of structural calculations.
14. Modify plans as required to obtain plan check approval.
15. Not proceed with the next Phase unless expressly authorized in writing by County.

D. PHASE 4, BIDDING AND AWARD:

The Consultant shall:

1. Deliver to the County two (2) weeks prior to the advertising date (which date will be determined by County), the final completed original drawings and specifications of the SRDF for County printing and distribution of bid sets to interested contractors. The original drawings and specifications index sheet shall be stamped by a seal with Consultant and subconsultants' license numbers and/or signed in accordance with the California Business and Professions Code.
2. Submit a list of general and specialty contractors who may be interested in bidding on this project.
3. Attend the pre-bid conference scheduled by the County.
4. Prepare addendum drawings and other documents as required to clarify scope of work to be bid upon, at no additional cost to the County. Coordinate subconsultants' addendum drawings and documents.
5. Prepare drawings and work necessary to delineate either the County's changes in scope to the contract or changes in job-site conditions due to inaccurate information provided by the County. Such work shall be provided as directed by the County representative and shall be an Extra Service to the Consultant's agreement.
6. Submit to the County for review and approval any addenda deemed necessary. Addenda, if any, shall be submitted no later than ten (10) working days prior to the scheduled bid opening. The addendum shall be distributed by the County. An electronic copy of addenda items shall be furnished to the County. No addendum will be issued in the 72 hour period prior to bid opening.
7. Assist the County in evaluating the base bids and alternate bid items received.
8. Delete or otherwise change portions of the construction work at the request of the County if the lowest bid proposal for the proposed construction contract exceeds the County approved opinion of probable construction cost (which will include the Consultant's design contingency amount approved by the County) by 10% or more, and if the County rejects all bids. In such event, the Consultant shall revise the plans and specifications to comply with such modifications and also shall assist the County in obtaining new proposals from contractors, all at no additional cost to the County. Such modifications

shall be completed on a time schedule commensurate with the scope of the change and as set forth by the County.

E. PHASE 5, CONSTRUCTION OBSERVATION:

The Consultant shall:

1. Attend the preconstruction conference scheduled by the County.
2. Provide construction observation as follows:
 - a. Make recommendations to the County on all claims of the County or construction contractor (hereinafter called "Contractor") and all other matters relating to the execution and progress of work, including interpretation of the Contractor's contract documents.
 - b. Within seven (7) working days of County's request, review and make recommendations for samples, schedules, shop drawings, and other submissions for general conformance with the design concept of the project and for general compliance with the plans and specifications and information given by the Consultant's contract documents.
 - c. Within two (2) working days of County's request for information (RFI), respond to the County Construction Engineer or Contractor, through the County Construction Engineer, with information and/or drawings needed from Consultant in order to clarify the intent of the construction contract plans and specifications of the project. Consultant shall review Contractor's cost proposals for all change orders associated with any additional work as may be necessitated by the RFI clarification.
 - d. Recommend and prepare such change orders as are deemed necessary, and opinion of probable construction cost. Where the change order arises as a result of a negligent error or omission of the Consultant, the Consultant shall not be compensated as an Extra Service for time spent or cost incurred in efforts connected with the correction thereof. Any changes to the construction contract shall be made only with written County approval.
3. Assist County, at County's express, written authorization, with any claim resolution process involving Contractor and County as specified hereunder, including serving as a witness in connection with any public hearings or legal proceeding, including dispute resolutions required by law or hereunder. The parties recognize that this clause is provided as a means of expediting resolution of claims among the Contractor, County, and Consultant. However, it is understood the Contractor is not an intended third party beneficiary of this clause. Compensation for these services under this

Paragraph III.E.3, shall be provided under the Extra Services provisions under Article V., Section C. of this Agreement and shall be computed and invoiced at hourly rates, not to exceed Consultant's normal and customary hourly rates for such services, to be negotiated with County at the time County authorizes these services, subject to the following:

- a. County may believe that Consultant's work under this Agreement is connected with negligent errors, or omissions, or problems related to a claim. As a result and upon notice of same by County, Consultant's payment request for such Extra Services shall be held in suspense by County until final determination is made, either in accordance with Article IX ("Errors or Omissions Claims and Disputes") of this Agreement or by a court of law, of the proportion that Consultant's fault bears to the fault of all other parties concerned.
 - b. Such amounts held in suspense shall not be paid to Consultant, pending the final determination as to the Consultant's proportional fault. However, the appropriate percentage of such amount held in suspense shall be paid to Consultant, once a final determination has been made, whether pursuant to Article IX ("Errors or Omissions Claims and Disputes") of this Agreement or by a court of law, when Consultant thereafter submits a proper invoice to County Department of Public Works, which then shall have a maximum of five (5) working days to evaluate and approve the invoice before submitting it to the County Auditor-Controller/Treasurer-Tax Collector, who then shall have an additional forty (40) calendar days from receipt of invoice to issue payment.
4. At intervals appropriate to the stage of construction, or as otherwise deemed necessary by Consultant, visit the site of the project as necessary to become familiar generally with the progress and quality of the work and to determine that the work is proceeding in general accordance with the contract documents. Consultant shall not be required to make exhaustive or continuous on-site inspections but shall give direction to the Construction Inspector as hereinafter more specifically provided. Consultant shall not be responsible for the Contractor's failure to carry out the construction work in accordance with the contract documents, however, Consultant shall immediately advise the County Representative of any known or observed deviation from the contract documents. Consultant shall not have control over or charge of, and shall not be responsible for construction means, methods, techniques, sequence, or procedure, or for the safety precautions, programs, or equipment in use in connection with the work, since these are solely the Contractor's responsibility under the contract for construction.
 5. Based on the Consultant's visits to the site, Consultant shall keep the County informed through written reports as to the progress of the work,

shall endeavor to advise the County of defects and deficiencies observed in the work of contractors, and may recommend that the County reject work as failing to conform to the contract documents.

6. Conduct a "project shakedown" and staff orientation for the completed project.

F. PHASE 6, POST CONSTRUCTION:

The Consultant shall:

1. Inform the County of all written guarantees required of the Contractor by the Consultant's technical specifications or special conditions.
2. Return to County all plans borrowed from County by Consultant.
3. Require through the construction contract specifications that record drawings be prepared by the Contractor and submitted to the County for acceptance by the construction inspector and Consultant. Upon completion of the project, obtain from the Contractor all information necessary to document all changes made to the project, proceed to transfer the Contractor's record drawing changes onto the Consultant's original drawings or .003" mylar (matte one or both sides) reproducibles of the original drawings. The complete record drawing set shall remain at all times the property of the County. Changes shall be identified by cloud markings and shall identify date of change and its source, such as from addenda, change order, or clarification. Consultant shall have no responsibility for the accuracy of information provided, either by the Contractor or by the construction inspector, for transfer to record drawings.
4. If construction plans have been prepared with a CAD system, record drawings in the form of .dxf or .dwg files shall be furnished and delivered to Department of Public Works in addition to mylar reproducibles. Such .dxf or .dwg files shall be furnished on either 100MB 'Zip' disks, 3.5" DS/HD disks, or compact disk (CD-ROM).
5. Participate fully, aligned with and not adverse to the County, upon request, in the early settlement discussions of construction claims resolution issues. In the event such participation is requested of Consultant, Consultant shall be paid for such services as provided under the Extra Services provisions under Article V.C. of this Agreement for the time spent in such participation. All provisions of Article III.E.3. of this Agreement shall apply to Consultant's participation in any early settlement discussions required by these Sections. Participation in this process does not preclude the County's right to make a negligent error and omissions claim against the Consultant.
6. No final payment to the Consultant will be issued until the services of this

Phase have been performed and negligent errors, acts and omissions attributed to the Consultant have been resolved.

IV. SERVICES PROVIDED BY THE COUNTY

Fresno County will provide the services listed below in support of the Consultant's professional services. The Consultant shall be responsible for the evaluation of all information supplied by the County and verifying its accuracy.

The County will:

- A. Provide a County representative who shall represent the County and shall work with the Consultant in carrying out the provisions of the Agreement.
- B. Transmit documents for other agency reviews, and pay all application and review processing costs.
- C. Assume all costs associated with reproducing the final bid documents and addenda and their distributions. Assume all project advertising costs.
- D. Provide full-time inspection and project administration costs associated with the quality control aspects of the construction project.

V. BACKGROUND CHECK

The County reserves the right to conduct a background inquiry of each proposer which may include collection of appropriate criminal history information, contractual and business associations and practices, employment histories and reputation in the business community. By submitting a proposal to the County, the proposer consents to such an inquiry and agrees to make available to the County such books and records the County deems necessary to conduct the inquiry.

VI. PROPOSAL SUBMITTAL REQUIREMENTS

Please do not provide more information than requested by Part VI of this Request for Proposal. The completeness of the proposal will be evaluated by a Selection Committee.

Submittal will be in two parts.

PART A.

The first part will enable the County to appraise the general qualifications of the consultant. You must answer the following questions in the same sequence as below.

1. Firm name, address, phone number, fax number and E-mail address or Web page address (if available). Also, provide this information on all associated firms and partners.
2. Specify type of organization (individual, partnership or corporation including the state of incorporation) and if applicable indicate whether you are:
 - a. Small Business.
 - b. Disadvantaged Business.
 - c. Minority and/or Women Owned Business.
3. Firm principals who will be responsible for the project, their education, credentials, and experience in similar work.
4. Key personnel who will be assigned to work on the project, their education, credentials, and experience on comparable projects. Indicate the tasks to be performed by these key individuals and expected time or effort they will commit to the project.
5. Subconsultants (civil, survey, geotechnical, electrical, structural and others as the project may require) to be used. Indicate the tasks to be performed by these consultants.
6. Present staff - number and classification. Will you have to secure more staff to complete the commission?
7. List current projects or commitments for services in your office.
8. List in reverse chronological order for the last five years similar plans completed or in the process of preparation for which your firm provided services.

Indicate for each of these projects:

- (a) Name of project
 - (b) Project location
 - (c) Brief description such as the type of facility, extent of planning, etc
 - (d) Name of owner
 - (e) Name of owner's contact person and telephone number (Contact person, who, at the time of RFP submittal, was, will be or is employed by the owner and who would have personal knowledge of the completed work)
 - (f) Your firm's specific involvement (Engineer of Record (EOR), sub-consultants or other capacity)
9. List at least four additional references of present or past clients with their telephone numbers and fax number.

10. Include a current copy of Standard Form 254 (showing relevant facility experience) for your firm. You may provide a SF 254 for subconsultants also.
11. The Consultant will submit as a part of his or her initial submittal the firm's current basic hourly rate schedule for all current employee classifications. Also provide hourly rates for Court appearances and testimony. **Such hourly labor rates shall include costs for items such as office supplies, computer and plotting supplies, printing, postage, vehicle costs, and other incidentals.**

(Printing includes normal office copying and printing, check plots and check prints, and other incidental printing. Printing includes other agency review / approval plans if specifically required as a basic service in accordance with Section III. Other printing is usually either authorized as an Extra Service or arranged through the County's contracted printing companies at the County's expense.)

Include the same information for all proposed sub-consultants. Hourly rates shall be used as the basis of assessing changes in the scope of work.

The Consultant will be required to submit a sealed estimated fee based on the scope of work defined in this RFP and subsequent addenda, only if selected as a finalist.

PART B.

The second part covers the tasks required of the consultant.

1. The Consultant will explain in detail how it will evaluate the operational characteristics of the project, and how it will approach and accomplish the design elements discussed in this RFP. Consultant may also provide recommendations on design alternatives, how efficiencies can be gained and or other way the project may be improved.
2. The Consultant will further explain the probable time frame for completing each task or service described in Section III, preferably through the use of a bar chart with start - finish dates and critical time line indicated.
3. The Consultant will comment on the suitability of the proposed project program and the adequacy of the proposed construction budgets.

VII. CONSULTANT SELECTION PROCEDURE

The selection procedure shall be in accordance with Fresno County Ordinance Code Chapter 4.10 and applicable provisions of the "Policy for Selection and Compensation of Architectural / Engineering Consultants" as last revised by the Board of Supervisors on November 29, 1994. The process includes the following provisions:

A Selection Committee will be formed to evaluate the proposals and to make recommendations to the Fresno County Board of Supervisors. The Selection Committee will consist of members from the County Administrative Office, Planning & Resource Management Department, and Department of Public Works may include a representative knowledgeable in engineering services from outside the community or from one of the universities. The Selection Committee will screen the received responses to the Request For Proposals and may select three or more firms as finalists. More firms will be considered as finalists when, in the judgment of the Selection Committee, other firms are equally qualified to provide the requested professional services. Finalists may be requested to interview with the Selection Committee as a part of the evaluation process.

After the finalist firms have been identified, and as a part of the Selection Committee's evaluation at interview time, the finalist firms will be required to submit estimated fees to provide professional services for the project. The estimated fees will be opened only after the Selection Committee has completed all of the interviews and considered each of the finalist's qualifications. The Selection Committee will consider the estimated fee in its final deliberations.

The Selection Committee will address the following criteria in its evaluation of

proposals (not necessarily in order of importance).

- A. Experience with emphasis on projects involving recycling and disposal facilities. Preference will be given to applicants with prior experience of this type of project.
- B. Educational background of the consultant's key individuals who will be assigned to the project on a full-time basis.
- C. Quality of past performance for the County or similar agencies.
- D. Qualifications of individual within the Consultant's organization directly responsible for the work. The County reserves the right of approval of the Consultant's project manager.
- E. Adequacy of staff to perform the work within the time allowed.
- F. Approach proposed for addressing the project requirements.
- G. Demonstrated ability to make effective public presentations on the requested reports and proposed designs.
- H. Demonstrated ability to work effectively with County staff, other public agencies and related parties.
- I. New or innovative ideas presented by the consultant in the proposal or presentations.
- J. Demonstrated ability to keep costs within project budgets and design estimates.
- K. Knowledge of local conditions.
- L. Demonstrated interest of the consultant in the success, efficiency, and workability of the facility during construction and post construction operation.
- M. Whether the consultant is currently engaged in another project which has direct and substantial physical relationship to the proposed project.
- N. Whether the consultant who designed the original facility should be retained for the new work on the basis of cost, detailed knowledge of the existing facility, or necessity of use of the same design concept in the work.
- O. Demonstrated record of abiding by terms of subcontract agreements regarding timely payment for services rendered on County projects.

- P. Ability of the Consultant to furnish effective and timely construction observation services.
- Q. Completeness of proposal.
- R. The estimated fee will be a factor in the final selection only after the most qualified firms have been identified.
- S. All other things being equal, local (within Fresno County) consultants are preferred over non-local consultants.
- T. All other things being equal, non-local consultants who associate with a local consultant for the purpose of the particular services required shall be preferred to non-local consultants who do not so associate.

VIII. FEE DETERMINATION

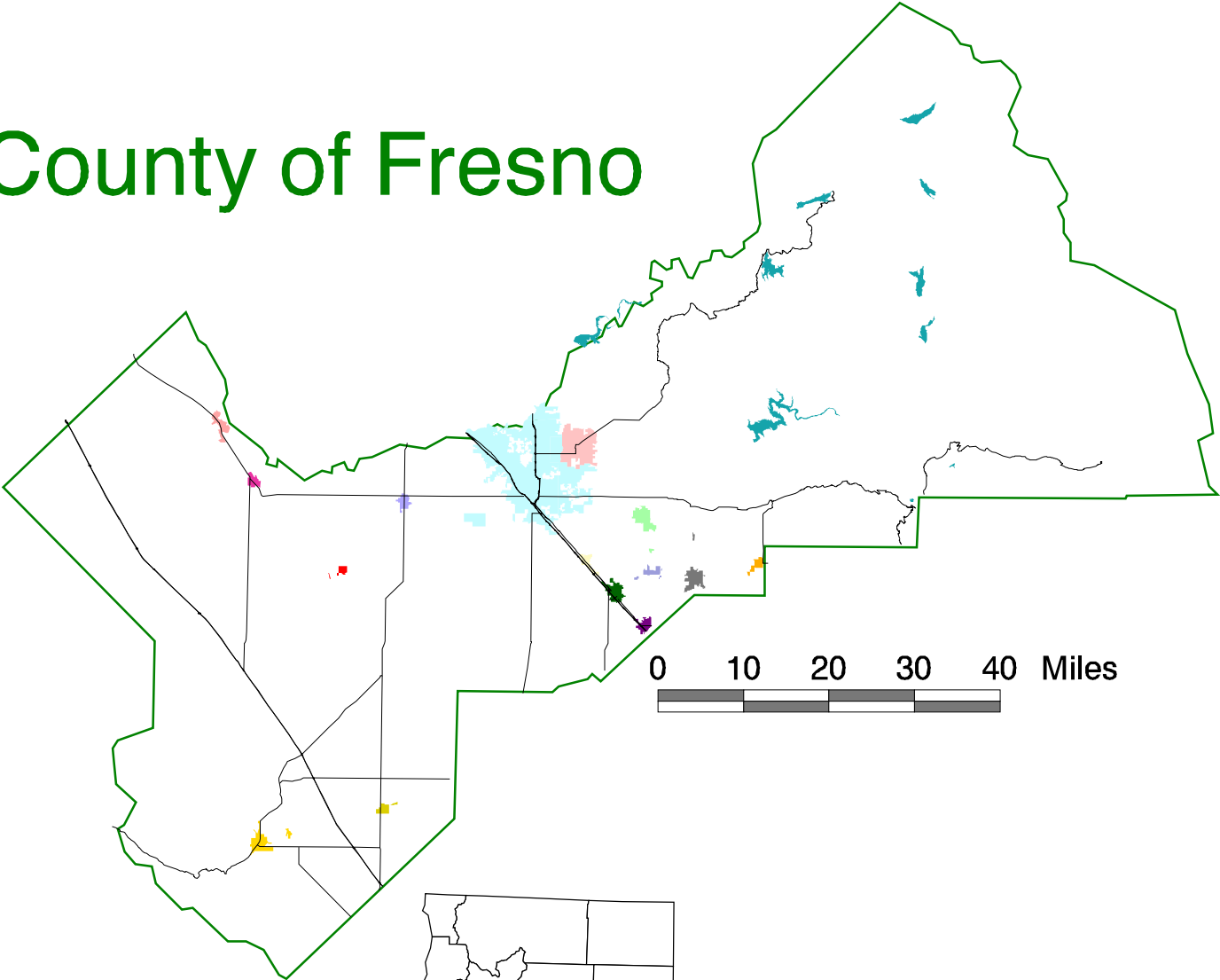
The Consultant compensation amount for the project will be negotiated with the Board of Supervisors selected firm. In the event negotiations fail with this firm, the County will terminate negotiations and commence new negotiations with the next most qualified firm.

04/26/01

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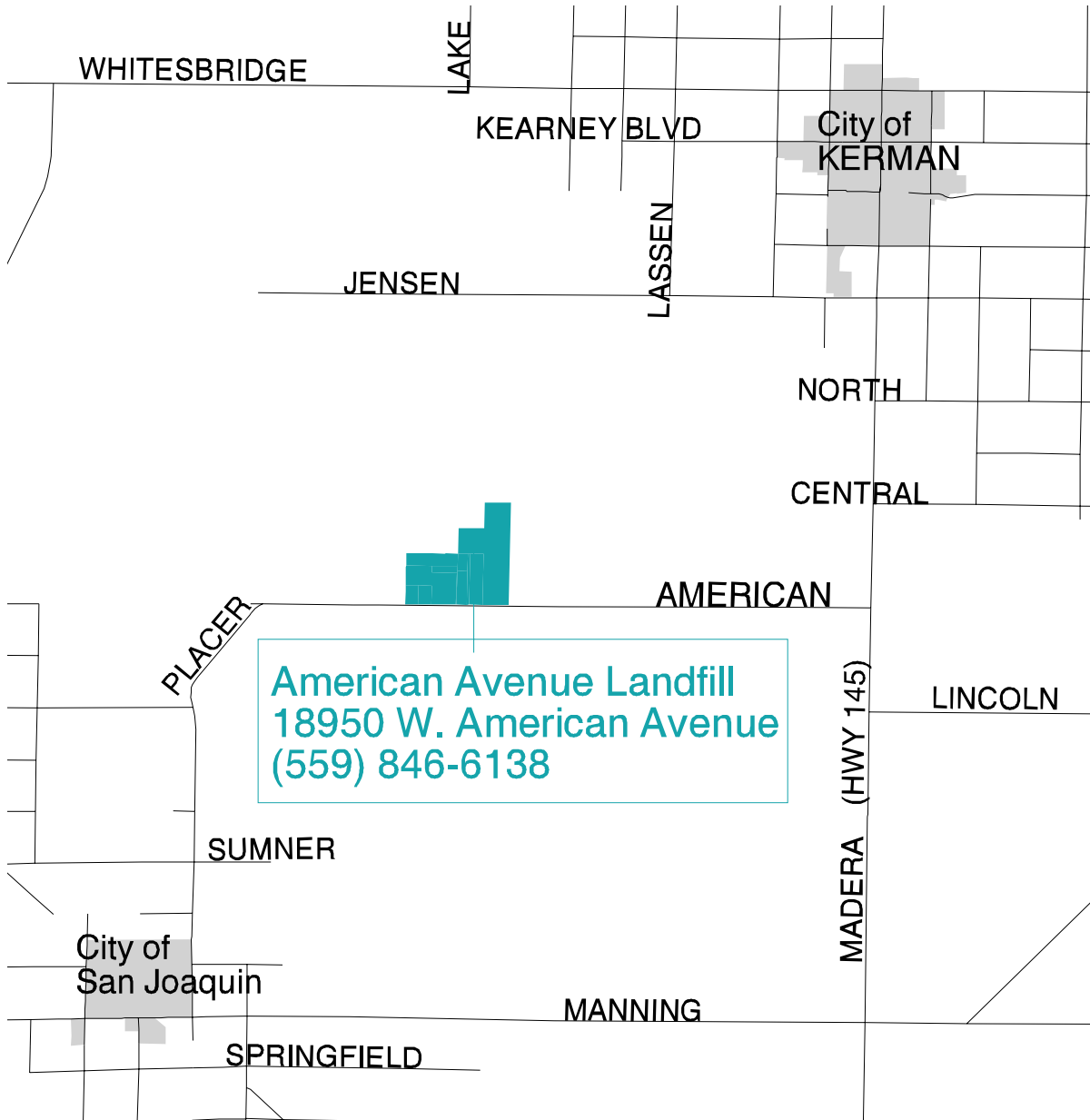
County of Fresno



State of California

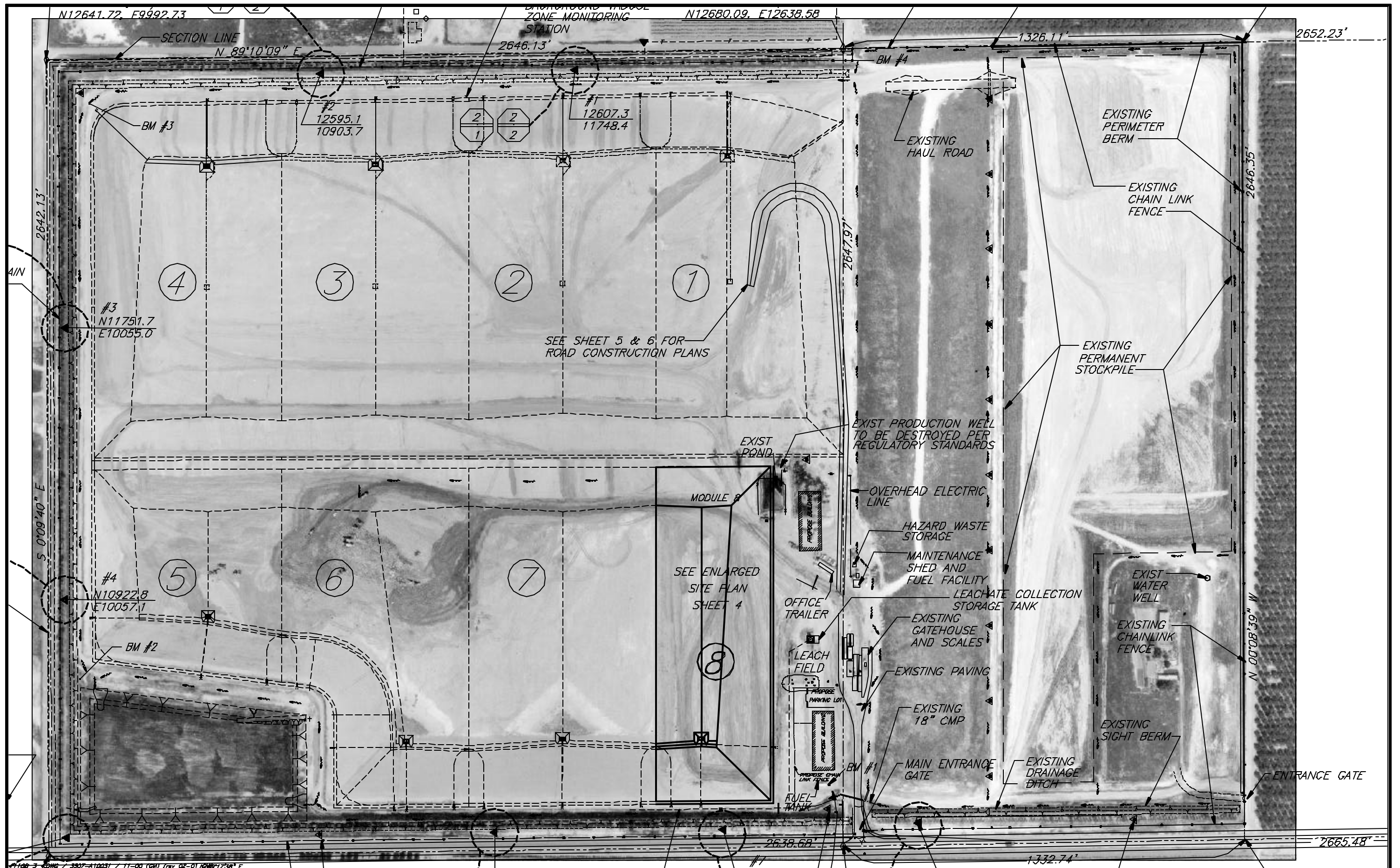


American Avenue Landfill



0 1 2 3 Miles





DESIGNED	H. KOZNER	DATE	11/00
DRAWN	G. MEDINA	DATE	11/00
CHECKED	D. SIEMER	DATE	11/00
REVISION			

SITE PLAN & MONITORING WELL LOCATION

FOR R/W DATA AND ACCURATE ACCESS DETERMINATION SEE R/W RECORDS AT PUBLIC WORKS

DESIGN ENGINEER

County of **FRESNO**

DEPARTMENT OF PUBLIC WORKS

SCALE

1" = 200'

PROJECT

AMERICAN AVENUE DISPOSAL SITE MODULE 8 LINER CONSTRUCTION

DRAWING NO. 11108, ROAD NO. N/A, BRIDGE NO. N/A, SHT NO. 3, TOT. SHTS. 11